



State of Louisiana


**DIVISION OF ADMINISTRATION
OFFICE OF THE COMMISSIONER**

KATHLEEN BABINEAUX BLANCO
GOVERNOR

JERRY LUKE LEBLANC
COMMISSIONER OF ADMINISTRATION

Memorandum

To: Cabinet Secretaries, Elected Officials, Agency Heads,
and Undersecretaries

From: Jerry Luke LeBlanc 
Commissioner of Administration

Date: July 19, 2006

Subject: Accountability requirements for line item appropriations

In your FY07 appropriation letter packages, the Office of Planning and Budget referenced Executive Order KBB 2006-32, which outlines accountability requirements for line item appropriations. In follow-up to this executive order, the Division of Administration is preparing cooperative endeavor forms and reporting documents to be used by affected agencies. These documents, containing the minimum required components for inclusion by all affected agencies and line item recipients, should be ready for dissemination to departments early next week.

To view Executive Order KBB 2006-32, go to:

<http://www.gov.louisiana.gov/assets/docs/32AccountabilityForLineItemAppropriation.pdf>.